

BOARD OF EDUCATION
PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, Feb. 12, 2024

Board Meeting Minutes

I. CALL TO ORDER- The meeting was called to order at 5:36pm by Thom Cazel.

II. ROLL CALL- Present Thom Cazel, Dawn Frank and Sherri Hampton. Margaret Parker was absent.

III. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was led by Thom Cazel.

IV. ADOPTION OF AGENDA-Dawn Frank made a motion to approve the agenda. 2nd made by Sherri Hampton. Motion passed 3-0.

- A. Superintendent's Report –Mrs. Katie Ast
- B. Transportation/Maintenance Report – Mr. Keith Howell
- C. Special Services Report- Mrs. Kirsten Ratliff
- D. Fiscal Services Report – Mrs. Aimee Manjarres
- E. Student Activities Report- Mrs. Megan Ward

VI. CALL TO THE PUBLIC- NONE

VII. ACTION ITEMS

A. Consent Agenda

- i. Approval of Minutes

Jan. 8, 2024

Dawn Frank made the motion to approve the above minutes. 2nd made by Sherri Hampton. Motion passed 3-0.

B. New Business

- 1. Discussion/Consideration/Approval of Payroll Vouchers

#13 \$ 107,278.89

#14 \$ 104,831.48

#15 \$ 101,753.00

#16 \$ 108,663.85

Dawn Frank made a motion to approve the above listed payroll vouchers. 2nd made by Sherri Hampton. Motion passed 3-0.

- 2. Discussion/Consideration/Approval of Expense Vouchers

#2231 \$ 41,514.70
#2232 \$ 29,922.03
#2233 \$ 23,380.22

Dawn Frank made a motion to approve the above listed payroll vouchers. 2nd made by Sherri Hampton. Motion passed 3-0.

3. Discussion/Consideration/Approval of Open Enrollment

Sherri Hampton made the motion that the Open Enrollment Policy for Pine Strawberry School estimates its overall capacity for the 2024-2025 school year at 120-125 students, not including preschool. It is estimated that there will be no excess capacity for out of school district students who are not enrolled under "tuition in" agreement with another school district, with the possible exception of children of staff members. 2nd made by Dawn Frank. Motion passed 3-0.

C. Personnel Actions*

1. Discussion/Consideration/Approval to Advertise for IT Manager

Dawn Frank made a motion to approve the Superintendent's recommendation to post a job opening for a part-time IT Manager. 2nd made by Sherri Hampton. Motion passed 3-0.

2. Discussion/Consideration/Approval to Advertise for Job Openings for SY 24-25

Sherri Hampton made the motion to approve the Superintendent's recommendation to post job openings part-time Certified Teacher (Art), full-time Certified Exceptional Student Services Teacher, full-time Paraprofessional and a part-time Assistant Business Manager, for the 2024-2025 school year. 2nd made by Dawn Frank. Motion passed 3-0.

D. Upcoming Conferences/Activities

- *Tue. Feb. 13, 2024; Family Valentines Dance; 5pm-6:30pm*
- *Mon. Feb. 19, 2024: No School; President's Day*

E. Governing Board Member Updates

F. Future Meeting Dates/Items for Future Agendas - Mar. 4, 2024

G. Correspondence

H. ADJOURNMENT

Dawn Frank made the motion to adjourn the meeting at 6:20pm. 2nd made by Sherri Hampton. Motion passed 3-0.